

7 OCT 1981

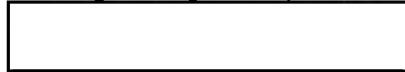
MEMORANDUM FOR THE RECORD

SUBJECT: Master Plan Weekly Review Meeting

1. The weekly review meeting for the Master Plan development was held in the office of Skidmore, Owings & Merrill (SOM) in Washington, D.C. on 28 September 1981. The following persons were present:

Walter Arensberg, SOM
James Rich, SOM
Alan Carroll, SOM
John Livengood, SOM
Elizabeth Scullin, JHK & Associates
Jerry Shiplett, GSA

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2. The Agency advised that OL/PD was amending the SOM contract to provide up to \$30,000 of FY-81 funds for the geotechnical investigation and that [redacted] would be the Agency's on site technical representative. SOM was advised to have all necessary security forms completed before the work is started.

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3. Environmental Assessment Drafts from all consultants are due in SOM's office by 12 October. SOM will compile all sections and submit to General Services Administration and the Agency for review no later than 26 October.

4. SOM distributed copies of an outline for the Master Plan development submission that will be forwarded to the National Capital Planning Commission (NCPC) by 6 November 1981.

5. SOM displayed drawings that will be presented to NCPC information meeting on 1 October 1981. All drawings were acceptable, but it was agreed to add one additional sight line drawing to depict the proposed parking structure.

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